

**Arizona Department of Juvenile Corrections
Operating Policies and Procedures Manual
Medical Health Services**

PROCEDURE NO. 3000.23	REF. POLICY NO. 3000	EFFECTIVE: 03/18/04 PRIOR ISSUE: 02/07/01
TITLE: Housekeeping Guidelines	AUTHORIZED: W. Dean Neitzke, Assistant Director, Medical Health Services	

I. Purpose:

Each Health Unit shall follow established schedules and guidelines for the cleaning of the unit and its equipment.

II. Rules:

1. **THE CORRECTIONAL REGISTERED NURSE SUPERVISOR (CRNS)** shall ensure that established cleaning/sanitation guidelines and schedules are updated on a regular basis and followed for each area/room within the Health Unit.
 2. **THE CORRECTIONAL REGISTERED NURSE SUPERVISOR** shall ensure that the guidelines and the cleaning schedules are strictly observed and includes the following:
 - a. Assignment of responsibility for the cleaning activity;
 - b. An itemized listing of areas/equipment to be cleaned;
 - c. Cleaning frequency/intervals;
 - d. Specific cleaning instructions for each area/item;
 - e. Methodology for inspection/monitoring to ensure housekeeping compliance.
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